

Group Contract

Communication:

- Keep up with slack - communicate if having problems
- Show up to meetings (on time)

Progress Checks:

- Members are expected to be ready to share how their work is going at meetings in order to create accountability for deadlines

Expectations of Team members:

Keep up with deadlines

- Be open and honest with how keeping up with said deadlines is going
- Helps people pick up and keep up
- Storyboard - planning
- Get started early give room for unforeseen problems

Judgement Free Zone

- Reach out for help when needed, don't be afraid to ask!

Expectations of Team leaders:

- Respect team members, members are all equally important to the team
- Responsible for making sure team members feel heard, and also that they are working on what they want to be.

Disagreement Resolution:

- Voting, strawpoll

Breach of Contract Resolution:

Not meeting expectations: - Group leaders will reach out to individual and try and find a solution - Super severe case - talk to the TA

I have read and understand this document, and agree to uphold the contract

Student Signature Hongkan Gu